THE WOODLANDS TOWNSHIP

Board of Directors

REGULAR BOARD MEETING

June 27, 2012

MINUTES

THE STATE OF TEXAS

COUNTIES OF HARRIS & MONTGOMERY

The Board of Directors of The Woodlands Township met in regular session, open to the public, on June 27, 2012, posted to begin at 6:00 p.m. The meeting was held in a meeting room at the office of The Woodlands Township, Board Chambers, 2801 Technology Forest Boulevard, The Woodlands, Texas, within the boundaries of The Woodlands Township.

Chairman:

Bruce Tough

Vice Chairman:

Peggy Hausman

Secretary:

Ed Robb

Treasurer:

Gordy Bunch

Directors:

Mike Bass

Nelda Luce Blair

Jeff Long

President/General Manager:

Don Norrell

Staff/Advisors:

Alan Benson

Mary Connell

Karen Dempsey Taunya Jacques

Miles McKinney

Mike Page John Powers

Daniel Ringold

Monique Sharp

Bret Strong

Susan Welbes

Renee Williford

1. Pledge of Allegiance:

Boy Scout Carl Hinsler led the Pledge of Allegiance to the United States flag and Texas State flag.

2. <u>Call meeting to order;</u>

Chairman Tough called the meeting to order at 6:13 p.m. and declared that notice of this meeting was posted 72 hours in advance at the Courthouse of Montgomery and Harris Counties and inside the boundaries of The Woodlands Township at the office building located at 2801 Technology Forest Boulevard, The Woodlands, Texas.

The roll was then called of the duly elected members of the Board with all members present, excluding Directors Bass, Bunch and Robb. As there was a quorum of members present, the Board proceeded to conduct business regarding the following matters.

3. Receive, consider and act upon adoption of the meeting agenda;

VOTING:

Motion by: Peggy Hausman moved to adopt the agenda as presented.

Second by: Nelda Luce Blair

Motion passed unanimously.

Directors	YES	NO	ABSTAIN
Tough, Bruce (Chairman	х		
Hausman, Peggy (Vice Chairman)	x		
Robb, Ed (Secretary)	absent	•	
Bunch, Gordy (Treasurer)	absent		
Bass, Mike(Director)	absent		
Blair, Nelda Luce (Director)	x		
Long, Jeff (Director)	×		

4. Recognize public officials:

Chairman Tough recognized the following public officials:

- Claude Hunter-former Township Director
- <u>Ted Stanley-President</u>, College Park Village Association

5. Public Comment;

The following individuals provided public comment:

- Anthony Fasone-54 South Warbler Bend expressed his disappointment that the June 22,2012 Board Planning Session was not video recorded;
- Monica Santiago-Petway-11 Beauty Bower Pl. commented about power outages in the Village of Sterling Ridge;
- <u>Ted Stanley-commented about having a liaison between the Village Associations and The Woodlands Convention and Visitors Bureau (items #18 and #19);</u>
- Everett Ison-37 Hickory Oak commented about solicitation of election materials (item #23);
- Maura Schofield-131 North Concord Valley Circle commented about power outages in Sterling Ridge and concerns about tree branches piling up along roadsides

6. Receive and consider the Law Enforcement Report;

Marian Leck, Director of Law Enforcement for The Woodlands Township, provided the following report:

- Introduced Deputy Lynise Marshall and K9 Hap;
- Two new deputies starting June 30, 2012 in Harris County;
- Numerous May activities with no incidents reported;
- Deputy Brad Curtis apprehended two suspects after being alerted by automated license plate recognition in his patrol vehicle;
- Foot patrol, zone deputies and K9 along the Waterway made arrests for felony fire arm possession, unlawful carrying of a weapon and marijuana possession;
- Approximately 250 people attended The Woodlands Emergency Preparedness Community Event that was held on June 23, 2012;
- Watch Talk Wednesday program on June 27, 2012 was presented by The Woodlands Fire Department and Neighborhood Services;
- Stats YTD in Montgomery County: auto theft down1, burglary of habitation down 6, burglary of motor vehicle down 7 and business and individual robberies are also down

6(a). Community Policing Report; See above report

7. Receive and consider reports from Village Association Representatives;

Reports were provided by the following Village Association (VA) representatives:

<u>Alden Bridge VA</u>-President Steve Leakey reported the following: Law Enforcement Report by Sgt. Paul Cassidy; discussed 2013 budget letter that will be submitted to the Township; Claude Hunter and Ted Stanley thanked the Board for its participation in the election process; conducting an audit of 2011-12 year and will submit report to the Township; combined some committees and elected two members to senior committees

<u>Cochran's Crossing VA</u>-President Stuart Schroeder reported the following: reviewed June Pool Social that was well attended; thanked Barbara Cargill, State Board of Education Chairwoman and resident of Cochran's Crossing, for presenting Wonders of The Woodlands Critters at the pool social; Sgt. Paul Cassidy presented a Law Enforcement Report; village liaison highlighted upcoming Township events; presented a plaque to Secretary of the Board, Bill Mara, in honor of his service; received a report from the Village Improvement Committee; 4th of July Parade entry; Fall Festival on October 21, 2012 at Shadow Bend Park; village association supports allowing political candidates to make presentations at meetings; President Schroeder made a presentation on Rail Road Crossing Safety at the McCullough Junior High Safety Day

<u>College Park VA</u>-President Ted Stanley reported the following: Sgt. Paul Cassidy gave a Law Enforcement Report; village liaison highlighted upcoming Township events; conducted a "Good Neighbor Day" in Harper's Landing on Misty Dawn Boulevard; at the next meeting, the developer/owner of a new retail station will explain plans and address resident concerns; recognized Kay McGiver who was in the audience and a former Board member for her service

Creekside Park VA-no report

Grogan's Mill VA-no report

Indian Springs VA-no report

<u>Panther Creek VA-President Everett Ison reported the following: thanked all the volunteers that helped out at the annual picnic; Sgt. Paul Cassidy gave a Law Enforcement Report; Annual Astros Baseball Outing on August 11, 2012; submitted application to be in the 4th of July Parade; suggested that Chairman Tough have discussions with CenterPoint Energy regarding power outages</u>

<u>Sterling Ridge VA-</u>Anthony Fasone reported the following: resident spoke about his concerns regarding the Township incorporating; Sgt. Cassidy gave a Law Enforcement Report and is working on forming a Sheriff's Office Bar-B-Que team to compete against The Woodlands Fire Department at the Annual Bar-B-Que to be held September 15, 2012 at Cranebrook Park; working on revamping the Sterling Ridge VA website and hopeful that it will be online by August 1, 2012; not able to have a entry in the 4th of July Parade due to lack of participants

8. Receive, consider and act upon the Consent Agenda;
(This agenda consists of non-controversial or "housekeeping" items required by law. One motion with

modifications, if applicable, approves for action, all items contained within the Consent Agenda. Items may be moved from the Consent Agenda to the Regular Agenda by any Board Member making such request prior to a motion and vote.)

VOTING:

Motion by: Jeff Long moved to approve the Consent Agenda.

Second by: Nelda Luce Blair

Motion passed unanimously with Director Long abstaining from voting on item 8(a) only.

A Resolution Approving the Annual Report of Financial Information and Operating Data is attached hereto as Exhibit "A."

YES	NO	ABSTAIN
x		
x		
absent		
absent		
absent		
x		
×		Item 8(a)
	x x absent absent absent x	x x absent absent absent x

Consent Agenda Items:

- 8(a). Approved minutes of the May 17, 2012 Board Workshop, May 23, 2012 Regular Meeting, and May 30, 2012 Special Meeting of the Board of Directors of The Woodlands Township;
- 8(b). Adopted proclamation declaring July as Recreation and Parks Month;
- 8(c). Adopted a Resolution concerning the Annual Report on Financial Information and Operating Data for the disclosure filing pertaining to Sales Tax and Hotel Occupancy Tax bonds, Series 2009 and 2010; Sales Tax and Hotel Occupancy Tax Refunding Bond, Series 2010; and Unlimited Tax Bonds, Series 2010, 2011 and 2012 and authorized report to be filed with the Municipal Securities Rulemaking Board;
- 8(d). <u>Approved a venue sponsorship agreement with South Montgomery County YMCA for the Dragon Boat</u>

 Race Team Challenge and authorized the President/General Manager to execute the agreement;
- 8(e). Approved the First Amendment to Town Green Park Veterans' Memorial Construction and Donation

Agreement for "The Way Home" sculpture;

- 8(f). Approved a sponsorship from the Hispanic Chamber of Commerce for Fall Arts in the Park event titled Celebrating Hispanic Heritage Month;
- 8(g). Rejected bids and approved soliciting new bids for the purchase of trees based upon a revision of specifications which provides for a one year reforestation program, allowing for more common varieties of nursery stock grown from a broader geographical area and return to the Board with results for consideration;
- 8(h). Approved extending the appointment term for existing Development Standards Committee (DSC) members from June 30, 2012 to July 31, 2012, and deferred The Woodlands Township appointment of DSC members until the Board of Directors meeting on July 25, 2012;
- 9. BRIEFINGS:
- 10. Receive and consider an update regarding the recent storm debris removal;

John Powers provided a PowerPoint presentation on the storm damage incurred by a fast moving thunderstorm that swept through The Woodlands on Tuesday, June 12, 2012. Mr. Powers provided an update on the response efforts by Township staff and clean-up efforts. The Board was also given information regarding Supplemental Debris Removal Services Options in case there are similar incidents in the future. Mr. Powers then reported on estimated costs for storm debris removal. Board discussion followed.

This item was for information sharing only.

11. Receive and consider a presentation by The Woodlands Professional Firefighters Association, Local 3846, regarding retirement benefits;

Chairman Tough called on Doug Adams, President of The Woodlands Professional Firefighters Association, Local 3846, to present this item. Mr. Adams briefed the Board on issues facing The Woodlands Firefighters such as employee aging and public safety concerns. Information was also provided on firefighter retirement benefits, the Texas Local Firefighters Retirement Act (TTFFRA) and Pension Board. Board discussion followed.

This item was for information sharing only.

12. REGULAR AGENDA:

13. Receive, consider and act upon the financial report;

Monique Sharp presented The Woodlands Financial Report. The Board was referred to handout material containing the General Purpose Statements as of and for the five months ended May 31, 2012.

After a review of the combined Financial Statements and Monthly Investment Report, a report on the General Fund vs. Actual was presented. Ms. Sharp then reported on sales tax collections, hotel occupancy tax collections, and property tax collections. Board discussion followed.

VOTING:

Motion by: Nelda Luce Blair moved to accept the financial report as presented.

Second by: Jeff Long

Motion passed unanimously.

The financial report is attached hereto as Exhibit "B."

Directors	YES	NO	ABSTAIN
Tough, Bruce (Chairman)	х		
Hausman, Peggy (Vice Chairman)	x		
Robb, Ed (Secretary)	absent		
Bunch, Gordy (Treasurer)	absent		
Bass, Mike (Director)	absent		
Blair, Nelda Luce (Director)	x		
Long, Jeff (Director)	х		

14. Receive, consider and act upon an appointment to the Parks and Recreation Advisory Council;

VOTING:

Motion by: Jeff Long moved to approve the appointment of Mike Bass to the Parks and Recreation Advisory Council as recommended by Chairman Tough.

Second by: Nelda Luce Blair

Motion passed unanimously.

Directors	YES	NO	ABSTAIN
Tough, Bruce (Chairman)	х		
Hausman, Peggy (Vice Chairman)	x		
Robb, Ed (Secretary)	absent		
Bunch, Gordy (Treasurer)	absent		

Bass, Mike (Director)	absent	
Blair, Nelda Luce (Director)	x	
Long, Jeff (Director)	x	

15. Receive, consider and act upon an appointment to the Law Enforcement Advisory Council;

VOTING:

<u>Motion by</u>: Nelda Luce Blair moved to approve the appointment of Ed Robb to the Law Enforcement Advisory Council as recommended by Chairman Tough.

Second by: Peggy Hausman

Motion passed unanimously.

Directors	YES	NO	ABSTAIN
Tough, Bruce (Chairman)	х		
Hausman, Peggy (Vice Chairman)	x		
Robb, Ed (Secretary)	absent		
Bunch, Gordy (Treasurer)	absent		
Bass, Mike (Director)	absent		
Blair, Nelda Luce (Director)	х		
Long, Jeff (Director)	x		

16. Receive, consider and act upon an appointment to The Woodlands Waterway Arts Council Chairman's Advisory Committee;

VOTING:

<u>Motion by</u>: Jeff Long moved to approve the appointment of Nelda Luce Blair to The Woodlands Arts Council Chairman's Advisory Committee as recommended by Chairman Tough.

Second by: Peggy Hausman

Motion passed unanimously.

Directors	YES	NO	ABSTAIN
Tough, Bruce (Chairman)	х		
Hausman, Peggy (Vice Chairman)	х		ŀ
Robb, Ed (Secretary)	absent		
Bunch, Gordy (Treasurer)	absent		
Bass, Mike (Director)	absent		
Blair, Nelda Luce (Director)	х		

Long, Jeff (Director)	х	

17. Receive, consider and act upon Audit Committee appointments;

VOTING:

Motion by: Nelda Luce Blair moved to approve the appointment of Mike Bass, Jeff Long and Bruce Tough to the Audit Committee as recommended by Chairman Tough.

Second by: Peggy Hausman

Motion passed unanimously.

Directors	YES	NO	ABSTAIN
Tough, Bruce (Chairman)	х		
Hausman, Peggy (Vice Chairman)	х		
Robb, Ed (Secretary)	absent		
Bunch, Gordy (Treasurer)	absent		
Bass, Mike (Director)	absent		
Blair, Nelda Luce (Director)	х		
Long, Jeff (Director)	x		

18. Receive, consider and act upon the appointment of directors of The Woodlands Township Board as Members of The Woodlands Convention and Visitors Bureau in accordance with the Bylaws;

Chairman Tough recommended appointment of Nelda Luce Blair, Peggy Hausman and Gordy Bunch to serve as members of The Woodlands Convention and Visitors Bureau (CVB). According to the CVB's by-laws, Directors of The Woodlands Township are elected by written ballot.

Ballots were distributed and Directors were instructed to vote for the recommended appointees or make a write-in selection. Karen Dempsey, Management Analyst for the Township, reminded Board members to sign their ballot before turning it in.

Following collection of ballots, Don Norrell, President/General Manager of The Woodlands Township, tallied the votes. Chairman Tough then announced that Directors Blair, Hausman, and Bunch were unanimously elected by a vote of 4-0 to serve as members of The Woodlands CVB.

Chairman Tough suggested that the CVB defer its annual meeting in July until August 1, 2012 to elect its Directors. Nelda Luce Blair, Chair of The Woodlands CVB, stated that this suggestion would be taken under advisement.

Written ballots and tally sheet are attached here as Exhibit "C."

19. Receive. Consider and act upon a recommendation to the Members of The Woodlands Convention and Visitors Bureau as to the Officers of The Woodlands Convention and Visitors Bureau;

VOTING:

<u>Motion by</u>: Jeff Long moved to approve the appointment of Nick Wolda as President of The Woodlands Convention and Visitors Bureau and Casey Snyder as General Manager of The Woodlands Convention and Visitors Bureau as recommended by Chairman Tough.

Second by: Bruce Tough

Motion passed unanimously.

YES	NO	ABSTAIN
х		
x		1
absent		
absent		
absent		
x		
x		
	x x absent absent absent x	x x absent absent absent x

20. Receive, consider and act upon award of bid for the renovation of the Grogan's Mill pedestrian bridge;

John Powers informed the Board that bidders, in particular the low bidder, All Service Striping, were asked to separate out pricing for services related to the Grogan's Mill pedestrian bridge project. All Service Striping responded that it would be too costly for them to do this and presented other drawbacks that might be encountered using this method. Mr. Powers recommended that the Board award the bid to All Services Striping. Board discussion followed.

Note: Chairman Tough announced the opening of Sawmill Park, following extensive renovations, on Saturday, June 30, 2012 at 9:00 a.m.

VOTING:

<u>Motion by</u>: Jeff Long moved to award the bid for patching exposed rebar, cleaning, adding relief elements, and painting/staining the Grogan's Mill pedestrian bridge to All Service Striping in the amount of \$34,625 and allocate up to \$8,575 for landscaping around the bridge.

Second by: Nelda Luce Blair

Motion passed unanimously.

Directors	YES	NO	ABSTAIN
Tough, Bruce (Chairman)	х		
Hausman, Peggy (Vice Chairman)	x		
Robb, Ed (Secretary)	absent		
Bunch, Gordy (Treasurer)	absent		
Bass, Mike (Director)	absent		
Blair, Nelda Luce (Director)	х		
Long, Jeff (Director)	x		

21. Receive, consider and act upon a license agreement with The Woodlands Land Development Company for use of the pine cone logo on the Grogan's Mill pedestrian bridge;

VOTING:

Motion by: Jeff Long moved to approve the license agreement as presented.

Second by: Peggy Hausman

Motion passed unanimously.

Directors	YES	NO	ABSTAIN
Tough, Bruce (Chairman)	х		
Hausman, Peggy (Vice Chairman)	х		İ
Robb, Ed (Secretary)	absent		
Bunch, Gordy (Treasurer)	absent		
Bass, Mike (Director)	absent		
Blair, Nelda Luce (Director)	х		
Long, Jeff (Director)	x		

22. Receive, consider and act upon adoption of a facility use policy for The Woodlands Township;

Chairman Tough referred the Board to handout material related to this item and then commented on the addition of Option "A" to the facility use policy for The Woodlands Township. The Chair explained that Option "A" would not restrict the Village Associations from conducting candidate forums or allowing candidates to distribute campaign materials at village meetings. Don Norrell noted that the difference with Option "B" was that it addressed community-based organizations such as the League of Women Voters. Board discussion followed.

VOTING:

Motion by: Nelda Luce Blair moved to approve the facility use policy as presented with Option "A" as an

addition.

Second by: Jeff Long

Motion passed unanimously.

Directors	YES	NO	ABSTAIN
Tough, Bruce (Chairman)	х		
Hausman, Peggy (Vice Chairman)	x		
Robb, Ed (Secretary)	absent		
Bunch, Gordy (Treasurer)	absent		
Bass, Mike (Director)	absent		
Blair, Nelda Luce (Director)	x		
Long, Jeff (Director)	x		

23. Receive, consider and act upon adoption of an election material policy for The Woodlands Township;

Chairman Tough informed the Board that there was no need to take action on this item.

24. Receive, consider and act upon determining a date for a Special Board Meeting regarding the governance planning process;

VOTING:

Motion by: Jeff Long moved to approve August 2, 2012, as the date for a Special Board meeting regarding

the governance planning process, to be held from 8:30 a.m. to noon.

Second by: Nelda Luce Blair

Motion passed unanimously.

Directors	YES	NO	ABSTAIN
Tough, Bruce (Chairman)	х		
Hausman, Peggy (Vice Chairman)	x		
Robb, Ed (Secretary)	absent		
Bunch, Gordy (Treasurer)	absent		
Bass, Mike (Director)	absent		
Blair, Nelda Luce (Director)	x		
Long, Jeff (Director)	х		

25. Recess to Executive Session to discuss matters relating to real property pursuant to §551.072, Texas

Government Code; deliberation of economic development negotiations pursuant to §551.087, Texas

Government Code; discuss personnel matters pursuant to §551.074, Texas Government Code; and to consult with The Woodlands Township's attorney pursuant to §551.071, Texas Government Code;

Chairman Tough announced that there was no need for Executive Session.

26. Reconvene in Public Session;

It was not necessary to reconvene in Public Session.

27. Consideration of items to be placed on the agenda for next month's meeting;

Director Blair requested that the Board discuss and act upon a plan to encourage village representative interaction and communication with The Woodlands Convention and Visitors Bureau.

28. Board announcements;

Chairman Tough informed the Board that Director Hausman will chair the July 19, 2012 Board Workshop meeting during his absence.

29. Public comment, and;

The following individuals provided Public Comment:

- <u>Ted Stanley-</u>expressed his confidence in the Township's appointments to The Woodlands Convention and Visitors Bureau
- <u>Stuart Schroeder-inquired</u> if there were statistics for power outages in the Entergy service area
- <u>Tim Nutt-</u>asked what the impact would be on Township residents related to the WFD presentation on pension/benefits

30. Adjournment

VOTING:

Motion by: Jeff Long moved to adjourn the meeting at 7:52 p.m.

Second by: Peggy Hausman

Motion passed unanimously.

Directors	YES	NO	ABSTAIN
Tough, Bruce (Chairman)	х		
Hausman, Peggy (Vice Chairman)	х		
Robb, Ed (Secretary)	absent		
Bunch, Gordy (Treasurer)	absent		
Bass, Mike (Director)	absent		
Blair, Nelda Luce (Director)	x		
Long, Jeff (Director)	x		



Ed Robb

Secretary, Board of Directors

EXHIBIT OMISSIONS*

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

*To view Exhibits, please contact the Records Management Analyst at 281-210-3800.